

**CITY OF CONCORD  
PLANNING BOARD**

**APPLICATION FEES  
EFFECTIVE MAY 20, 2010**

All applications shall be accompanied by a non-refundable fee based on the following:

<b>APPLICATION TYPE</b>	<b>FEES</b>
<b><i>Subdivisions</i></b>	
Subdivision or Resubdivision	\$300.00 – plus \$100.00 for each new lot in a <i>minor</i> subdivision and \$150.00 for each new lot in a <i>major</i> subdivision. Plus the cost of recording fees together with other fees and surcharges as charged by the Merrimack County Registry of Deeds (MCRD). The recording fees and surcharge fees shall be submitted in the form of a check or checks payable to the MCRD prior to the recording of the approved plat and documents.
Condominium Declaration	\$300.00 – plus \$100 for each dwelling unit and/or \$100.00 for each 1,000 square feet of gross non-residential floor area or part thereof. Plus the cost of recording fees together with other fees and surcharges as charged by the Merrimack County Registry of Deeds (MCRD). The recording fees and surcharge fees shall be submitted in the form of a check or checks payable to the MCRD prior to the recording of the approved plat and documents.
Condominium Conversion of an existing development	\$300.00 - plus \$50.00 for each dwelling unit and/or \$50.00 for each 1,000 square feet of gross non-residential floor area or part thereof. Plus the cost of recording fees together with other fees and surcharges as charged by the Merrimack County Registry of Deeds (MCRD). The recording fees and surcharge fees shall be submitted in the form of a check or checks payable to the MCRD prior to the recording of the approved plat and documents.
Voluntary Merger / Lot Consolidation Fee	A \$60.00 fee, which includes the cost of recording the lot consolidation/voluntary merger.
Sketch Plan Fee	A \$600 application fee for each sketch plan application for a major subdivision or resubdivision.
Traffic Impact Review Fee	A traffic impact review fee shall also be required for those major subdivision applications which are expected to generate greater than twenty (20) vehicle trip ends during the peak hour period or greater than two hundred (200) vehicle trip ends per day on the local road network. The traffic impact review fee shall be as specified by the City Engineer based on an estimate of the time for the City's Traffic Engineer to conduct a review of the traffic impacts associated with a major subdivision application. This fee shall be separate and distinct from any additional fee for a third party review or special investigative study which the Planning Board may require.

<b><i>Site Plans</i></b>	
Residential	\$300.00 – plus \$100.00 for each new or redeveloped dwelling unit.
Non-Residential	\$300.00 – plus \$100.00 for each new or redeveloped 1,000 square feet of gross floor area or part thereof.
Traffic Impact Review Fee	A traffic impact review fee shall also be required for those major site plan applications which are expected to generate greater than twenty (20) vehicle trip ends during the peak hour period or greater than two hundred (200) vehicle trip ends per day on the local road network. The traffic impact review fee shall be as specified by the City Engineer based on an estimate of the time for the City's Traffic Engineer to conduct a review of the traffic impacts associated with a major site plan application. This fee shall be separate and distinct from any additional fee for a third party review or special investigative study which the Planning Board may require.
Where site plan review is not otherwise required	\$150.00 – plus \$100.00 for each 1,000 square feet or part thereof of new gross floor area, plus \$50.00 for each 1,000 square feet or part thereof of renovated gross floor area.
<b><i>Architectural Design Review</i></b>	
Where site plan review is not otherwise required	\$150.00 – plus \$100.00 for each 1,000 square feet or part thereof of new gross floor area, plus \$50.00 for each 1,000 square feet or part thereof of renovated gross floor area.

<b><i>Conditional Use Permits</i></b>	
Except for wireless telecommunications equipment	\$250.00 – plus \$100.00 for each 1,000 square feet or part thereof of new gross floor area, plus \$50.00 for each 1,000 square feet or part thereof of renovated gross floor area.
Wireless telecommunication equipment only	\$650.00 per application

<b><i>Additional Fees</i></b>	
Request to re-schedule a public hearing on an application already set for public hearing	\$300.00 for each occasion.
Request for further consideration by the Board of an application which has been previously approved	\$300.00 for each discrete consideration of the application by the Board.
Recording of corrected or additional plats or documents subsequent to an initial recording	\$50.00 plus the cost of the recording fees together with other fees and surcharges as charged by MCRD. The recording fees and surcharge fees shall be submitted in the form of a check or checks payable to the MCRD prior to the recording of the approved documents.
Request for a determination of completeness by the Board of an application which has been previously determined as incomplete	\$250.00 for each discrete consideration of the application by the Board.
Preparation, Postage, Mailing, Posting, and/or Publishing Hearing Notices Fees	Five dollars (\$5.00) per hearing notice, for each abutter shall be required to cover the cost of preparation, mailing, posting, and/or

	publishing hearing notices for all major and minor site plan review and subdivision applications, condominium declaration and conversation applications, sketch plan applications, architectural design review applications, and conditional use permit applications. This fee is charged for each determination of completeness and for each public hearing if the hearing is to be held at a separate meeting from the meeting at which the determination of completeness is to be considered. If an application is tabled by the Planning Board, or consideration of the application is postponed at the request of the applicant, an additional fee of five dollars (\$5.00) per notice shall be required to be submitted fifteen (15) days in advance of the meeting of the Planning Board at which the application is to be further considered.
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Special investigations: The Planning Board, at its discretion, may either request an applicant to prepare special studies of public facilities and utilities, natural resources, environmental quality issues, or fiscal and economic impacts at the applicant's expense, or contract with a consultant to perform these studies at the applicant's expense.

Review of Applications: In the review of applications, the Planning Board may contract with consultants to review all or portions of any application, an environmental impact statement, or any special study requested by the Planning Board. This review shall be at the applicant's expense.